



[OMB Control No. 3090-0112; Docket No. 2021-0001; Sequence No. 13]

Information Collection; Federal Management Regulation; State Agency  
Monthly Donation Report of Surplus Property, GSA Form 3040

**AGENCY:** Federal Acquisition Service, General Services  
Administration (GSA).

**ACTION:** Notice of request for public comments regarding a  
renewal to an existing OMB clearance.

**SUMMARY:** Under the provisions of the Paperwork Reduction  
Act, the Regulatory Secretariat Division will be submitting  
to the Office of Management and Budget (OMB) a request to  
review and approve an extension of a previously approved  
information collection requirement regarding State Agency  
Monthly Donation Report of Surplus Property, GSA Form 3040.

**DATES:** Submit comments on or before [INSERT DATE 60 DAYS  
AFTER DATE OF PUBLICATION IN THE *FEDERAL REGISTER*].

**ADDRESSES:** Submit comments regarding this burden estimate  
or any other aspect of this collection of information,  
including suggestions for reducing this burden to  
<http://www.regulations.gov>. Submit comments via the Federal  
eRulemaking portal by searching for Information Collection  
3090-0112. Select the link "Comment Now" that corresponds  
with "Information Collection 3090-0112; State Agency  
Monthly Donation Report of Surplus Personal Property" under  
the heading "Enter Keyword or ID" and select "Search".  
Select the link "Submit a Comment" that corresponds with  
"Information Collection 3090-0112, State Agency Monthly

Donation Report of Surplus Personal Property". Follow the instructions provided on the screen. Please include your name, company name (if any), and "Information Collection 3090-0112, State Agency Monthly Donation Report of Surplus Personal Property" on your attached document.

*Instructions:* Comments received generally will be posted without change to *regulations.gov*, including any personal and/or business confidential information provided. To confirm receipt of your comment(s), please check *regulations.gov*, approximately two-to-three business days after submission to verify posting.

**FOR FURTHER INFORMATION CONTACT:** Christopher Willett, Property Disposal Specialist, GSA Office of Personal Property Management, at telephone 703-605-2873 or via e-mail to [christopher.willett@gsa.gov](mailto:christopher.willett@gsa.gov).

**SUPPLEMENTARY INFORMATION:**

**A. Purpose**

This report complies with 41 CFR 102-37.360, which requires a State Agency for Surplus Property (SASP) to submit annual reports of personal property donated to public agencies for use in carrying out such purposes as conservation, economic development, education, parks and recreation, public health, and public safety.

**B. Annual Reporting Burden**

Respondents: 56.

Responses per Respondent: 4.

Total Responses: 224.

Hours Per Response: 1.5.

Total Burden Hours: 336.

### **C. Public Comments**

Public comments are particularly invited on: Whether this collection of information is necessary and whether it will have practical utility; whether our estimate of the public burden of this collection of information is accurate and based on valid assumptions and methodology; and ways to enhance the quality, utility, and clarity of the information to be collected.

OBTAINING COPIES OF PROPOSALS: Requesters may obtain a copy of the information collection documents from the GSA Regulatory Secretariat Division, by calling 202-501-4755 or emailing *GSARegSec@gsa.gov*.

**Beth Anne Killoran,**  
Deputy Chief Information Officer.

**Billing Code: 6820-34**

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